

Retention and Classification Report

Agency: District Court (Sixth District : Wayne County) (1696)

Wayne County Courthouse
18 South Main
Loa, UT 84747-0189
435-836-2479

Records Officer

00005	Civil case files
00007	Criminal case files
21894	Declarations of intention record book
13448	Minutes
18261	Orders and decrees
00006	Probate case files
18314	Probate docket books

AGENCY: District Court (Sixth District : Wayne County)

SERIES: 5

3

TITLE: Civil case files

DATES: 1896-

ARRANGEMENT: Numerical by case number.

DESCRIPTION:

RETENTION:

Retain permanently

DISPOSITION:

Retain in agency custody.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series were specifically approved by the State Records Committee.

APPROVED: 07/1990

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office permanently or until microfilmed.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in State Archives permanently with authority to weed.

APPRAISAL:

Administrative Historical Legal

Historic court records provide information about individuals and about legal processes. Civil cases include divorces and ownership issues. Civil judgments may be of longstanding relevance, particularly judgments on water rights issues.

AGENCY: District Court (Sixth District : Wayne County)

SERIES: 5

TITLE: Civil case files

(continued)

PRIMARY CLASSIFICATION:

Public

AGENCY: District Court (Sixth District : Wayne County)

SERIES: 7

3

TITLE: Criminal case files

DATES: 1896-

ARRANGEMENT: Numerical by case files.

ANNUAL ACCUMULATION: 0.10 cubic feet.

DESCRIPTION:

RETENTION:

Retain permanently.

DISPOSITION:

Retain in agency custody.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series were specifically approved by the State Records Committee.

APPROVED: 03/1983

FORMAT MANAGEMENT:

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PRIMARY CLASSIFICATION:

Public

AGENCY: District Court (Sixth District : Wayne County)

SERIES: 21894

3

TITLE: Declarations of intention record book

DATES: 1896-1901

ARRANGEMENT: Chronological

ANNUAL ACCUMULATION:

DESCRIPTION:

Record books noting the intention of a resident alien of becoming a United States citizen at some future date.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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Paper: Retain in Office until microfilmed and then destroy provided microfilm has passed inspection.

Microfiche master: Retain in State Archives permanently with authority to weed.

Microfiche duplicate: Retain in State Archives permanently with authority to weed.

APPRAISAL:

Historical Legal

Wayne County Declaration of Intention Books, 1896-1901. These records are valuable for research.

PRIMARY CLASSIFICATION:

Public

AGENCY: District Court (Sixth District : Wayne County)

SERIES: 13448

TITLE: Minutes

DATES: 1896-

ARRANGEMENT: Chronological

ANNUAL ACCUMULATION:

DESCRIPTION:

3

RETENTION AND DISPOSITION AUTHORIZATION:

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Microfilm duplicate: Retain in State Archives permanently with authority to weed.

AGENCY: District Court (Sixth District : Wayne County)

SERIES: 18261

3

TITLE: Orders and decrees

DATES: 1892-

ARRANGEMENT: unknown

ANNUAL ACCUMULATION:

DESCRIPTION:

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

APPROVED: 09/2009

FORMAT MANAGEMENT:

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Microfilm duplicate: Retain in State Archives permanently with authority to weed.

AGENCY: District Court (Sixth District : Wayne County)

SERIES: 6

3

TITLE: Probate case files

DATES: 1896-

ARRANGEMENT: Numerical by case number.

ANNUAL ACCUMULATION: 0.10 cubic feet.

DESCRIPTION:

RETENTION:

Retain permanently.

DISPOSITION:

Retain in agency custody.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

APPROVED: 03/1983

FORMAT MANAGEMENT:

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Paper: Retain in Office permanently or until microfilmed.

AGENCY: District Court (Sixth District : Wayne County)

SERIES: 18314

3

TITLE: Probate docket books

DATES: 1957-1966

ARRANGEMENT: unknown

ANNUAL ACCUMULATION:

DESCRIPTION:

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

APPROVED: 09/2009

FORMAT MANAGEMENT:

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Microfilm duplicate: Retain in State Archives permanently with authority to weed.